

**MEETING MINUTES**  
**Lowcountry Area Transportation Study (LATS)**  
**Meeting of the Policy Committee**  
**Friday, October 4, 2013 – 10:00 a.m.**  
**TCL New River Campus Board Room – Bluffton, SC**

*LCOG staff sent agenda packets to Policy Committee members and posted an agenda in the lobby of the LCOG office at least 24 hours prior to the meeting time.*

**Policy Committee Members Present:**

Chairman David Blauch, LRTA Board  
Commissioner Craig Forrest, SCDOT  
Mayor Billy Keyserling, City of Beaufort  
Mayor Drew Laughlin, Town of Hilton Head  
Mayor Lisa Sulka, Town of Bluffton

**Policy Committee Designees Present:**

Robert Merchant, Beaufort County  
For Paul Sommerville  
LeNolon Edge, Jasper County  
For Henry Etheridge

**Policy Committee Members Absent:**

Mayor Bronco Bostick, City of Hardeeville  
Rep. Bill Herbkersman, Beaufort County Leg.  
Delegation Chairman  
Mayor Samuel E. Murray, Town of Port Royal  
Senator Clementa Pinckney, Jasper County Leg.  
Delegation Chairman  
Commissioner Harrison Reardon, SCDOT  
Commissioner Jim Rosier, SCDOT

**Technical Committee Members Present:**

James Ayers, Town of Bluffton\*  
LeNolon Edge, Jasper County  
Rochelle Ferguson, LRTA Executive Director  
Jill Foster, Town of Hilton Head Island  
Karen Jarrett, Town of Bluffton  
Colin Kinton, Beaufort County

**Technical Committee Members Absent:**

Linda Bridges, Town of Port Royal  
Bryan Hill, Beaufort County \*  
Lauren Kelly, City of Beaufort  
Bob McFee, Beaufort County \*  
Bob Nanni, City of Hardeeville  
Darrin Shoemaker, Town of Hilton Head Island \*

**(\*) Non-voting Member**

**LCOG Staff Present:**

Chris Bickley, Executive Director  
Ginnie Kozak, Planning Director  
Jonathan Sherwood, Community and Regional Planner

**FHWA Staff Present:**

Jessica Hektar, Community Planner & Real Estate Manager

**Kimley-Horn Staff (via videoconference)**

Allison Fluitt, P.E., AICP – Project Manager  
Jonathan Guy, P.E., AICP – Project Director  
Trung Vo, EIT – Project Analyst  
Warren Godfrey, EIT – Project Analyst

## **1. Call to Order**

Chairman, Mayor Laughlin called the meeting to order.

### **a. Pledge of Allegiance**

Mayor Laughlin led the group in the pledge of allegiance.

### **b. Invocation**

Mr. Riley led the invocation

### **c. Welcome New Member David Bauch**

Mayor Laughlin welcomed David Bauch, Chairman of the board, LRTA

### **d. Introduction of Members, Guest and Staff**

Mayor Laughlin asked those in attendance to make introductions.

### **e. Action on October 4, 2013 Minutes**

Commissioner Forrest motioned to approve the minutes of the October 4, 2013 meeting of the Policy Committee; Mayor Keyserling seconded it and the motion unanimously passed.

## **2. Old Business**

Mr. Bickley said that he has sent the Unified Work Program (UFWP) to federal and state officials, but needed a confirmation noted in the Policy Committee minutes. Mayor Sulka made a motion to confirm the UFWP, Chairman Forrest seconded it and the motion passed unanimously.

## **3. New Business**

### **a. Public Participation Plan – Kimley-Horn**

Kimley-Horn gave a presentation on the Public Participation Plan (PPP) and an update on the Long Range Transportation Plan (LRTP). Mr. Guy explained the tools that will be utilized to conduct outreach in a way that is customized for the constituents of the area using a combination of social media, interactive maps and traditional approaches. Mr. Guy also spoke to the unique qualities of the study area as well as the benefits of previous planning studies, which make the planning process more exciting.

Ms. Fluit described the three major documents that underpin the planning process: UWP, PPP and the LRTP. She outlined the new Federal Legislation, MAP-21, which is similar to SAFETEA-LU, but does aim to focus more on transportation investment, streamlining federal policy, establishing performance based standards, and economic development that supports job creation.

Ms. Fluit noted that PPP aims to apply a combination of active and passive tools and techniques to conduct outreach and solicit feedback. The approach will focus on branding, social media, and visualization. The focus will not only utilize traditional workshops and charrettes, but will gather sentiments from those not interested in or lack the free time to attend meetings.

Mr. Vo gave a tour of an interactive map currently being utilized in DeKalb County, Georgia for their Long Range Transportation Planning Process. The map allows users to make comments about the transportation system in the study areas. He displayed the user registration process noting that it was easy to sign-up and add comments to the public map. Comments can be related to any mode of transportation and infrastructure.

The consultants asked if the Policy Committee members had comments in regards to the PPP. Mayor Sulka thought the interactive map was a great way to increase participation, especially among younger people. She also said that something similar could be useful in other projects that are ongoing in the Town of Bluffton.

Mr. Blauch wanted to make sure more than one comment could be placed on a particular location in the interactive map. The consultants assured him that the data would be layered and more visible as the user zooms in-and-out, allowing as many comments as necessary to a particular point. The consultants also mentioned that data would be available in other applications as layers.

Mayor Sulka asked if there could be a field during the sign-up process to identify if the user is a visitor or resident and a functionality that would allow the map administrator to respond to the comments. Ms. Fluitt said it would be fairly easy to add a field to get a good representation of visitors and another for email addresses.

Commissioner Forrest was concerned that the definitions of a “public meeting” and “public hearing” were not clear. He noted the difference important as a “hearing” is very structured following a formal process for official record and a “meeting” is a more casual way to gain information.

Commissioner Forrest noted that under “Public Participation Tools and Techniques” (pg. 8) a Citizen’s Advisory Committee is not included. Ms. Fluitt said that the consultants would make a text modification to clear-up the language.

Chairman Blauch said that he thought comments on Twitter and Facebook tend to be negative.

Mayor Sulka suggested that the school district, homebuilder associations and Realtors be part of the database of public stakeholders. Ms. Fluitt said the aforementioned stakeholders would be added to the PPP.

Mayor Keyserling thought that changes beyond the local jurisdictions’ control should be considered in the planning process. These included the impact of flood insurance increases, beach erosion on the island communities, sea-level rise as well as other climate change variables. Ms. Fluitt said that these topics will be reflected in the data and thus in policy through the land use and environmental sections of the LRTP.

Mayor Laughlin asked for a motion to approve the draft PPP for release to the public for comment. Mayor Sulka motioned for approval, Commissioner Forrest seconded it and the motion passed unanimously. It was recognized that an amendment would be needed to reflect the comments made by Policy Committee members. Commissioner Forrest made a motion to amend the approval to include the comments before a release of the PPP for public review, Mayor Sulka seconded the motion and it passed unanimously.

#### **b. Long Range Transportation Plan (LRTP) Progress Report – Kimley-Horn**

Ms. Fluitt presented on the progress of the LRTP. She noted that the consultants have gathered and reviewed relevant data, met with the Technical Committee, conducted a field review, and initiated an intersection and corridor safety review.

**4. Other Business**

None.

**5. Adjourn**

Mayor Laughlin asked for a motion to adjourn at 11:30. Mayor Keyserling made a motion to adjourn, Chairman Forrest seconded and the motion passed unanimously.